

Selectboard present: Jack Spanbauer, Chair; Dan Gray; Jed Proujansky

Also present: Town Administrator, Tom Hutcheson; Sandra L. Wood, Town Secretary; Tyler Bourbeau, BNCTV

Others present: Bill McGee; Sue Ross & Steve Tower of Friends of Schell Bridge; Alex Stewart, Barb Richardson; Bob MacEwen, Board of Health Chair; Bud Hume & Kevin Gray, Capt. Beers Plain Rd.; Acting Chief Leighton

The meeting was called to order at 7:00 pm

Town Administrator Hutcheson publicly apologized to Chief Operator Eric Meals for an incident at the Annual Town Meeting causing Meals distress.

- **Review and Approval of Warrants**
 - **On a motion by Gray, seconded by Proujansky the board VOTED unanimously to approve the 5/28/13 Payroll warrant of \$30,089.38.**
 - **On a motion by Proujansky, seconded by Gray the board VOTED unanimously to approve the 5/28/13 Vendor warrant of \$814,864.49**
 - **On a motion by Proujansky, seconded by Gray the board VOTED unanimously to approve the 06/04/13 Payroll Warrant of \$14,868.72.**
- **Review and Approval of Minutes**
 - **On a motion by Proujansky, seconded by Gray the board VOTED unanimously to approve the Selectboard minutes of 05/21/13 as written.**
- **Old Business**
 - Renew FRCOG contract for Four Mile Brook Road grant administration
 - The renewal is needed to work in conjunction with the one year extension of the state contract.
 - **On a motion by Spanbauer, seconded by Proujansky the board VOTED unanimously to renew the contract.**
 - Sign permission for FRCOG to bid on Town's behalf for Highway items
 - The terms were agreeable to Tom Walker, Superintendent of Streets & Building Maintenance
 - **On a motion by Gray, seconded by Spanbauer the board VOTED unanimously to approve the permission for FRCOG to bid on Town's behalf for Highway items.**
 - FRCOG emergency communications MOU
 - **On a motion by Proujansky, seconded by Spanbauer the board VOTED unanimously to agree to support the MOU as printed.**
 - New Schell Bridge proposal
 - Representative Paul Mark and Senator Rosenberg met with Al Stegemann of MASSDoT to consider a proposal to take down the current bridge structure and replace it with a bike/pedestrian bridge with the possibility of incorporating some of the existing bridge into the design or use it in a public park at no cost to the town. The inspiration came from the Friends of Schell Bridge newsletter article about the North Bridge in Keene, NH.
 - A letter of support from the FSB was read by Steve Tower. He and Sue Ross are co-chairs of FSB.
 - Spanbauer explained the process and said there would be a meeting for public input at the 25% design proposal.
 - **On a motion by Spanbauer, seconded by Proujansky the board VOTED unanimously to support the proposal and sign the letter of support to send to MASSDoT.**
 - Discussion prior to the vote: Spanbauer read the Selectboards' letter of support. Gray asked if "no cost to the town" should be added. Spanbauer said he was advised by legislature to not be that specific at this time. Proujansky agreed as no money was being requested, but if there was later the discussion could take place.
 - Approve MIIA as Town insurance carrier
 - Hutcheson reported the cost was down from last year. Proujansky said he realized it was too late this year but requested Hutcheson do some price comparison for next year before the renewal.
 - **On a motion by Spanbauer, seconded by Proujansky the board VOTED to approve MIIA as the town insurance carrier for the next year. Spanbauer and Proujansky yes, Gray abstained. Passed.**
 - Order of Taking for Four Mile Brook Road
 - **On a motion by Spanbauer, seconded by Gray the board VOTED unanimously to approve the and execute an Order of Taking to acquire three parcels of land, being Parcel G-1 (2,572 square feet,**

more or less), located upon the property of Lauren Kaplan at 466 Four Mile Brook Road, and Parcel 2-1 (20,755 square feet, more or less) and Parcel 3 (332 square feet, more or Less) located upon the property of Western Massachusetts Electric Company at Four Mile Brook Road, as shown on a plan entitled “Roadway Acquisition Plan of Land in Northfield, Massachusetts,” dated January 22, 2013, prepared by Bryant Associates, Inc., which plan is on file with the Town Clerk, and authorize Town Counsel to record said Order of Taking with the Franklin Registry of Deeds.

• **New Business**

- Bob MacEwan :Franklin County Solid Waste Management District DEP Small Scale Initiative Grant Application Approval
 - MacEwan explained the grant was annual and written by the FCSWMD. His opinion was that the Board of Health should submit the application without the Selectboards’ authorization. Spanbauer explained it was town policy for the Selectboard to approve all grant applications.
 - Gray abstained from the discussion due to conflict of interest.
 - **On a motion by Spanbauer, seconded by Proujansky the board VOTED to approve the Board of Health grant application for \$500. Spanbauer and Proujansky yes, Gray abstained. Passed.**
- Bud Hume & Kevin Gray: Approving survey determining eligibility of Housing and Rehabilitation funds for water line extension on Capt. Beers Plain Rd.
 - Spanbauer explained the how the Community Development Block Grant worked. In order to be eligible the area in question needs 51% of its income to be low to moderate. Approval from the Water Commission would also be needed.
 - Gray asked if the Water Commission should be applying for the grant. Spanbauer said only a town can apply for CDBG.
 - Gray said he had been to a meeting and learned the last extension on Capt. Beers Plain Rd. was done without state approval and out of the district line.
 - Spanbauer requested Hutcheson to get a map of the district; call Steve Malsch and get the physical limits of the district.
 - A vote will be taken at the next Selectboard meeting. Once voted, a letter will go out to the residents along the proposed water main and their anonymous responses will be sent to the HRA to calculate the level of income.
 - Hume asked what the length should be. Hutcheson said the district boundary will affect the length.
- Acting Chief Leighton: Approve transfer of \$7,779 from Police Wages and Salaries to Police Operating Expenses for the purchase of a radar trailer and associated equipment
 - Leighton explained the cost may be less and would like the motion to say, “not to exceed” the requested amount to keep the extra in the police wages account.
 - The equipment will be an upgrade from the current version and will be solar operated.
 - **On a motion by Spanbauer, seconded by Proujansky the board VOTED unanimously to approve the Approve transfer not to exceed \$7,779 from Police Wages and Salaries to Police Operating Expenses for the purchase of a radar trailer and associated equipment.**
- **On a motion by Gray, seconded by Proujansky, the board VOTED unanimously to approve the request from Tax Collector Barbara Brassor to transfer \$264.50 from Tax Collector Expense to Tax Title.**

• **Board and Committee Meetings/Announcements**

Date	Activity	Time	Place
6/5/13	Master Plan Committee	7:00 pm	Town Hall
6/6/13	Community Preservation Committee	7:00 pm	Town Hall
6/6/13	ZB A	7:00 pm	Town Hall
6/10/13	Finance Committee	7:00 pm	Town Hall
6/11/13	Recreation Commission	7:00 pm	Town Hall
6/12/13	Board of Assessors	7:00 pm	Town Hall
6/12/13	Planning Board	7:00 pm	Town Hall

6/13/13	Board of Health	4:45pm	Town Hall
6/13/13	Historical Commission	7:00 pm	Town Hall
6/13/13	ZBA	7:00 pm	Town Hall
6/13/13	Masterplan workshop	7:00pm	Nfld Elementary School
6/18/13	Energy Committee	5:30 pm	Dickinson Library
TBD	Selectboard		
6/18/13	Open Space Committee	7:30 pm	Town Hall

- Openings: A number of committees and boards have openings. A list is available for viewing on the Current Openings page of www.northfield.ma.us and on the Town Hall posting board. Current opening for an alternate appointment to the ZBA; Wired West; Cultural Council; Emergency Services Facility Committee; Master Plan Roundtable; Town Hall Master Plan Committee; Council on Aging; Agricultural Commission; Building Use & Planning; Electronic Communication & Cable TV; Emergency Services Committee; Open Space Committee
- Correspondence:
 - Letter requesting Town action on speed limit on Pine Meadow Road
 - Leighton said no speed limit was posted but under MGL the speed should not exceed 30 mph.
 - The Selectboard will talk to Tom Walker, Superintendent of Streets & Building Maintenance on the issue.
- Town Administrator Updates:
 - There will be a drill regarding Vermont Yankee at the Town Hall tomorrow. Sandra Wood, Town Secretary, will be out of the office.
 - Need to renew the senior van contract before the end of the year. I have asked the contract manager, Dianne Cornwell, for a draft contract extension for consideration at the next meeting.
 - MIIA: We have been granted “participation credits” for long-term membership in MIIA of \$2,832 for Property and Casualty insurance and \$1,820 for workers’ compensation.
 - Taking Monday, June 10 off
 - Attending part or the entire annual conference meeting of the MMA’s larger affiliate, the International City Manager’s Association, September 22-25.
 - The MMA is asking for members to call their legislators and support various bills and amendments. Please let me know if you’d like me to forward these to you.
- Appointments:
 - Gray asked if letters to the Senior Center Director Search Committee had been signed. Wood explained due to the short span of time and the Town Clerk being out of the office before the committee met the letters were sent out without Selectboard signatures. Gray asked what the purpose of the letter was. Wood explained the letters explained what the appointee had to do next. Gray had no problem taking the names off the letter but did not want them sent out if they were supposed to be signed by the board.
 - Spanbauer suggested Wood sign the letters on behalf of the Selectboard.
 - **On a motion by Spanbauer, seconded by Proujansky the board VOTED unanimously if the Selectboard have voted to appoint and unless specified otherwise, referring to our vote, allow Sandra to sign on behalf of the Selectboard.**

- **Request for Use:**
 - **On a motion by Spanbauer, seconded by Proujansky, the board VOTED unanimously to approve the request from Jeanette Tessier of North County Quilters to use the Dining Hall on June 24, 2013 from 6p-9p.**
- **Schedule future meetings-** next meeting not set at this time.

Executive Session and Adjourn

On a motion Spanbauer, seconded by Proujansky the board VOTED unanimously to go into executive session at 8:10 pm for contract negotiations under Reason #2: To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel and adjourn. On a roll call vote Spanbauer said yes, Proujansky said yes and Gray said no. Passed.

Meeting adjourned at 8:30 pm.

Recorded by Sandra L. Wood, Secretary

Selectboard Clerk

Date Approved